**CIVIL SERVICE COMMISSION**

**REGULAR MEETING**

**April 16, 2018**

The Civil Service Commission of the City of Milford held their regular meeting on Monday,

April 16th at 5:00 PM in Conference Room C in the Parsons Government Complex.

1. Vice Chairman J. Baldwin, called the meeting to order at 5:05 p.m.

2. Roll Call

Board Members Present Also Present

J. Baldwin L. Pisacane

H. Healey C. Saley

T. Holland S. Johnson

J. Tantimonico

Board Members Absent

J. Haselkamp

L. Pisacane said that T. Barnes could not be present due to her attendance at the National Public Employer Labor Relations Association’s Annual Training Conference.

3. Henry Healey made a motion to approve the minutes of the March 19th meeting. T. Holland seconded the motion. All were in favor.

4. There was no old business.

5. C. Saley, Public Works Director, and Steve Johnson, Acting Assistant Public Works Director, addressed the request to hire an Automotive Mechanic above minimum, at step 3. Everyone had read the memo written by Corey Vena, Garage Foreman, at the request of Chris Saley, which outlined the rationale behind hiring at step 3. S. Johnson stated that three candidates were interviewed for the position and one particular candidate stood out with the right mix of skills, knowledge and chemistry for the position having worked for the last ten years for a large heating oil company as one of the lead fleet technicians. T. Holland asked if step 3 was enough, and C. Saley spoke about a former new employee who subsequently left to go to another town for more money. C. Saley acknowledged that truly talented mechanics are difficult to come by. He said this particular individual was taking other considerations into account such as our defined benefit pension plan. J. Baldwin asked if the individual would go to the next step in July and L. Pisacane answered that he would not given that he was hired after January 1.

H. Healey made a motion to approve hiring an Automotive Mechanic at Step 3. T. Holland seconded the motion and all were in favor.

6. Changes to the job description for Administrative Assistant in the Permitting and Land Use Department, were briefly discussed and noted for the record.

7. There was no report of the Human Resources Director.

8. L. Pisacane reviewed the status of each of the open positions as well any positions which are in the process of being filled, or which have been recently filled. J. Baldwin mentioned his concerns about the vacancies in the Human Services Department and L. Pisacane stated that the Human Resources Department has advertised for the two open positions and that those applications are currently being reviewed.

9. H. Healey made a motion to adjourn and J. Tantimonico seconded. The meeting adjourned at 5:33 p.m.

Attest:

Lauren Pisacane